



ब्रह्मपुत्र क्रेकर और पॉलिमर लिमिटेड
BRAHMAPUTRA CRACKER AND POLYMER
LIMITED

(भारत सरकार का उपक्रम) / (A Government of India Enterprise)
प्रशासनिक भवन, पो.ओ. लेपेटकटा / ADMINISTRATIVE BUILDING, PO: LEPETKATA
जिला: डिब्रूगढ़, असम / DISTT.: DIBURGARH, ASSAM
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GeM BID/TENDER DOCUMENT

FOR

**HIRING OF ANNUAL MAINTENANCE CONTRACT
(AMC) SERVICE FOR OVERHAULING /
MAINTENANCE OF VARIOUS TYPES OF MV/LV
CIRCUIT BREAKER (SF6, VCB, ACB) INSTALLED
AT BCPL PLANT, LEPETKATA & BCPL/CISF
TOWNSHIP PREMISES FOR A PERIOD OF ONE (01)
YEAR**

संविदा की विशेष शर्तें (एससीसी)

**SPECIAL CONDITION OF CONTRACT
(SCC) & SCOPE OF WORK (SOW)**

SPECIAL CONDITIONS OF CONTRACT (SCC) & SCOPE OF WORK (SOW)

SUBJECT: Hiring of for Overhauling/Maintenance of various types of MV/LV Circuit Breaker (SF6, VCB,ACB) installed at BCPL Plant, Lepetkata & BCPL/CISF Township premises for a period of one (01) year .

1.0 INTRODUCTION:

Brahmaputra Cracker & Polymer Ltd., Lepetkata (BCPL) is situated at Lepetkata village in Dibrugarh district of Assam State and the nearest Railway Station is Dibrugarh which is around 14 km distance from BCPL, Lepetkata.

2.0 GENERAL

2.1 Special conditions of contract shall be read in conjunction with the general conditions of contract, specifications of work, drawings and any other document forming part of this contract wherever the context so requires.

2.2 The Bidder/Vendor/Manufacturer shall be deemed to have visited the site and gone through the GCC. Non familiarity with site conditions and unawareness of GCC shall in no way be considered a reason for any extra claim or for not carrying out the work in strict conformity with the drawings, specifications or provisions of contract.

2.3 The work executed shall be to the satisfaction of Engineer In-Charge/BCPL/OWNER and SOR rates quoted shall include any Incidental and Contingent works/charges so as to complete the work in all respect in prompt, efficient manner within the timeline specified.

3.0 DEFINITIONS

3.1 The expression “Vendor / Contractor / Bidder” shall mean the concerned party who have been appointed by BCPL/OWNER for the execution of the subject work.

3.2 The “Engineer-in-Charge” shall mean the Personnel of M/s BCPL who is deputed as In-charge for this Contract and shall include any person acting as in-charge on his behalf.

3.3 The “Representative” shall mean any personnel of M/s BCPL authorized to administer the said contract as per laid down terms and conditions.

4.0 SITE LOCATION

4.1 BCPL, Petrochemical Complex, Lepetkata-786006, Assam

4.2 Raw Water Intake Facility (RWIF), SS-16, BCPL Site

4.3 Railway Side Terminals (RST), SS-17, BCPL Site

4.4 BCPL & CISF Township

5.0 GENERAL CONDITIONS:

5.1 Vendor shall satisfy himself as regard to all the conditions of contract, Schedule of Rates contained herein and the General Conditions of Contract of BCPL.

5.2 Vendor shall indemnify BCPL against all loses or damages, if any, caused to it on account of any acts of its personnel, if any, deployed by him.

5.3 Vendor shall ensure that the job under this contract shall not be sublet or sub-contracted to any other party/agency.

5.4. The entire job shall be carried out in safe manner and as per standards of maintenance/standard work practices so as to ensure that no damage is caused to any existing/installed equipment/parts/components at BCPL Site. All applicable safety and statutory laws shall be complied with in letter and spirit and BCPL shall be kept fully indemnified against any action brought against it for any violation and non-compliance of any act/laws/loss etc. by the Vendor

6.0 VENDOR'S SCOPE OF WORK:

6.1 The vendor shall have to visit all BCPL installations at Lepetkata Complex, Raw Water Intake Facility (RWIF), Railway Siding Terminals (RST) and BCPL/CISF Township etc. which are under the operational control of BCPL.

6.2 The services shall be Non-Comprehensive in nature i.e. Spare parts and consumables shall be supplied by M/s BCPL. The vendor shall carry out overhauling/maintenance job of various types of MV/LV (SF6, VCB & ACB) circuit breaker installed at installed at BCPL plant along with BCPL/CISF Township. In addition to this, the vendor shall carry out necessary repairs and replacement of defective parts/ equipments and shall get it verified from the Engineer- In- Charge.

6.3 To & fro charges, boarding charges of the service engineer along with testing instruments (For both Preventive & breakdown maintenance) are in the scope of vendor.

6.4 During plant shutdown vendor have to deploy 2-3 team at site with sufficient testing kit & tools so that
work can be carried on in 2-3 places simultaneously without any delay.

6.5 Service Engineer /Technician shall visit site as and when required to attend breakdown reported on the equipment's cover under this contract up to maximum of 1 time in 12 months(One Year). The response time to site as soon as possible & within 72 hours from the time of call registered subject to call registration between 9.00 AM to 5.00 PM on any working days. However if the call is registered beyond the defined working hours or on holidays/Govt. Holidays/National holidays, than call shall be considered as registered on next working day at 10.00 AM .Complete record of all work carried out during such unplanned/breakdown maintenance visit shall be prepared and the Analysis/Report shall be submitted to the Engineer In-Charge after completion of work/ rectification of the breakdown/defect in the equipment along-with clear recommendations of actions/precautions to be taken and spares etc. required to be procured by BCPL.

6.6 The following works are to be carried out by the service engineer for general servicing & readjustment of various types of MV/LV Circuit Breaker installed at BCPL Project Site. Following types of MV/LV circuit breaker of different make are installed at our site:-

- i) 33 KV PIX-36 VCB, Make: SEIL
- ii) 33 KV HPA 36 SF6 Breaker , Make: ABB
- iii) 33 KV VD4 VCB , Make: ABB
- iv) 33 KV VM-36 VCB, Make: BHEL
- v) 6.6 KV HWX VCB, Make: SEIL
- vi) 6.6 KV VK-10M40/PH-800 Type VCB , Make: Jyoti
- vii) 6.6 KV VM-12 Type VCB , Make: BHEL
- viii) 415 Volt C -power ACB, Make: L & T
- ix) 415 Volt U power ACB, Make: L & T
- x) 415 Volt 3WT8 ACB , Make: Siemens
- xi) 415 Volt Spectronic ACB, Make: GE
- xii) 415 Volt Emax ACB, Make: ABB
- xiii) 415 Volt ACB, Make: C & S

6.6 During overhauling/maintenance of various types of MV/LV circuit breaker, the vendor shall carry out the following minimum checks but not limited to:-

- i) Checking of auxiliary supply and control voltage.
- ii) Physical Checking/visual inspection of Breakers.
- iii) Lubrication of all moving part of mechanism if necessary.
- iv) Checking of closing/tripping mechanism.
- v) Cleaning the breaker compartment thoroughly.
- vi) Checking of spring charging mechanism and limit switch operation.
- vii) Resistance measurement of Closing /Tripping coil along with spring charging motor.
- viii) Checking of electrical/mechanical charging, closing, tripping & interlocks..
- ix) Physical verification of any wear & tear in the breaker & rectify it, if possible.
- x) Physical checking of epoxy Housing.
- xi) Checking of Control Circuit & tighten the connection if any.
- xii) Complete overhauling of breaker by dismantling, maintenance of pole assembly. Replacement of gaskets if required.

In addition to the aforesaid checking following test need to be carried on during overhauling/maintenance of various types of MV/LV circuit breaker:-

- i) Measurement of contact resistance by CRM kit for both MV/LV breaker.

- ii) Breaker operation tests both manually and electrically (5 operations each).
- iii) Measurement of insulation resistance (IR) with 5 KV Insulation Tester for MV breaker & with 500 V Insulation Tester for LV breaker.
- iv) Checking earth continuity.
- v) HV test in open and close conditions with suitable High voltage kit(Hi-Pot Kit)/Bidder Test for Vacuum Bottle Integrity Test .
- vi) Close-Open Time measurement (Breaker Timing Test) for all three poles of MV/LV breaker.

7.0 BCPL's SCOPE:

7.1 BCPL will make available to vendor representative, appropriate staffs who are familiar with the equipment, working space and facilities like blower, general tools like spanner, multimeters etc. and suitable safe storage for maintenance equipment. BCPL engineers will co-ordinate with Service Personnel at site during the execution of the work.

7.2 BCPL will maintain the required spare inventory as per vendor recommendations.

7.3 BCPL will provide all the consumables and necessary spares of various types of breaker which is required for carrying out servicing/overhauling of the breaker.

7.4 BCPL will provide boarding & lodging facilities to the concerned service person of the vendor. However in case of non-availability of the same, BCPL may reimburse the charges (Limited up to Rs. 3000 /day excluding GST) upon submission of original bills.

8.0 TIME SCHEDULE:

8.1 Vendor engineer shall have to carry out a maximum of four (04) visits to BCPL to carry out the overhauling/maintenance job of various types of MV/LV circuit breaker installed at installed at BCPL plant along with BCPL/CISF Township.

8.2 Confirmation regarding exact date of SERVICE VISIT shall be intimated to the vendor at least one week in advance. Such communication shall be given by the ENGINEER-IN-CHARGE via email/Official Communication.

8.3 The vendor shall have to depute support personnel to attend breakdown call even on holidays and in odd hours. No charges will be paid if there is no breakdown call.

9.0 PAYMENT TERMS:

9.1 After completion of each Scheduled Maintenance Visit/ Breakdown Visit at BCPL Site, vendor shall raise the invoice against such visit. The bill/invoice shall be submitted to the Engineer-In-Charge (EIC) along with relevant supporting documents giving complete details of the work carried out and the claims as per SOR including copies of MOM's as applicable. Payment will be made after certification and statutory deductions (if any) as per terms of the contract. Payment will be made within 15 days after receipt of complete invoice with full supporting documents.

10.0 FACILITIES TO BE PROVIDED BY BCPL:

10.1 BCPL will make available to vendor representative, appropriate staffs who are familiar with the equipment, working space and facilities like blower, general tools like spanner, multimeters etc. and suitable safe storage for maintenance equipment. BCPL engineers will co-ordinate with Service Personnel at site during the execution of the work.

10.2 BCPL will maintain the required spare inventory as per vendor recommendations.

10.3 BCPL will provide all the consumables and necessary spares of various types of breaker which is required for carrying out servicing/overhauling of the breaker.

10.4 BCPL will provide boarding & lodging facilities to the concerned service persons of the vendor. However in case of non-availability of the same, BCPL may reimburse the charges (Limited up to Rs. 3000 /day excluding GST) upon submission of original bills.

11.0 CONTRACT PERIOD:

The SERVICE CONTRACT shall remain valid for minimum of twelve (12) months from the date of issue/ placement of the work order.

12.0 SPECIFIC INSTRUCTION TO CARRY OUT THE JOBS:

12.1 Vendor shall take all necessary precautionary measures during job execution so that functionality of the system is not disturbed and no unsafe acts are carried out advertently or in-advertently.

12.2 Vendor shall ensure that all Personnel use PPE's and all safety precautions are followed while execution of the work at site. Vendor shall keep indemnified BCPL, against any acts of omission/commission of its Personnel deputed at site.

12.3 Vendor Representative deputed at site shall obtain Gate Pass for entry to BCPL Premises, for the duration of work at BCPL Site after provided necessary documents to BCPL as per BCPL's requirements. The gate pass shall be handed over/returned after completion of visit at BCPL Site.

12.4 Vendor shall ensure that their Engineer shall carry out all work as per standards of maintenance/ Standard Practices and safety norms so as to ensure that no damage is caused to any existing/installed equipment/parts/components at BCPL Site.

12.5 Vendor shall be responsible for any loss that occurs to BCPL on account of execution of work due to negligence/lack of knowledge etc. of the Service Engineer deployed at Site. Damages if any, to the structures /equipment's during execution of work will be made good by the Vendor without any claim and therefore utmost care should be exercised while execution of the work at site.

स्वास्थ्य सुरक्षा पर्यावरण [एचएसई] विनिर्देश /

HEALTH, SAFETY
ENVIRONMENT [HSE] SPECIFICATIONS

SECTION - VI

HEALTH, SAFETY AND ENVIRONMENT [HSE] SPECIFICATIONS

1. SCOPE

These specifications establish the 'Health, Safety and Environment [HSE] Management' requirement to be complied with by the Contractors during executing their Job. Requirements stipulated in these specifications shall supplement the requirements of 'HSE Management' given in relevant act(s) / legislation(s).

2. REQUIREMENTS OF 'HEALTH, SAFETY AND ENVIRONMENT [HSE] MANAGEMENT SYSTEM' TO BE COMPLIED BY BIDDERS

- 2.1. Preferably, the Contract should have a documented 'HSE Policy' to cover commitment of their organization to ensure health, safety and environment aspects in their line of operations.
- 2.2. The Contractor shall ensure that the BCPL's 'Health, Safety and Environment [HSE]' requirements are clearly understood and faithfully implemented at all level, at sites.
- 2.3. Contractor shall promote & develop consciousness for health, safety & environment among all personnel working for the Contractor. Regular work-site meetings shall be arranged on 'HSE' activities to cover hazards involved in various operations during executing their jobs, location of First Aid Box, trained personnel to give First Aid, Assembly Points, standby Ambulance or vehicle and fire protection measures such as fire hydrant, water and fire extinguishers, etc.
- 2.4. Non-conformance of 'HSE' by Contractor [including his sub-Contractors] as brought out during review/audit by BCPL / external agency authorized by BCPL, shall be complied by Contractor and its report to be submitted to BCPL.
- 2.5. Contractor shall adhere consistently to all provisions of 'HSE' requirements. In case of non-compliance of continuous failure in implementation of any of the 'HSE' provisions, BCPL may impose stoppage of work and a suitable penalty for non-compliance. The decision of imposing work-stoppage, its extent & monetary penalty shall rest with BCPL.
- 2.6. All fatal accidents and other personnel accidents shall be investigated for root cause by BCPL and Contractor shall extend all necessary help and cooperation in this regard. Recommend corrective and preventive actions of findings will be communicated to Contractor for taking suitable actions should be taken by the Contractors to avoid recurrence of such incidences.
- 2.7. Contractor shall ensure that all their staffs and workers, including their sub-Contractor(s), shall wear 'Personal Protective Equipments [PPEs]' such as safety helmets, safety shoes, safety belts, protective goggles, gloves, etc., as per job requirements. All these gadgets shall conform to relevant IS specifications or equivalent.
- 2.8. Contractor shall assign competent & qualified personnel for carrying out various tasks/jobs as per requirement.
- 2.9. All equipment should be tested and certified for its capacity before use.



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- 2.10. Contractor shall ensure storage and utilization methodology of materials that are not detrimental to the environment. Where required, Contractor shall ensure that only the environment-friendly materials are used.
- 2.11. All persons deployed at site shall be knowledgeable of and comply with the environmental laws, rules and regulations relating to the hazardous material substances and waste. Contractor shall not dump release or otherwise discharge or dispose off any such materials without the express authorization of BCPL.
- 2.12. Contractor should obtain all work permits before start of activities [as applicable] like hot work, confined space, work at heights, storage of chemicals/explosive materials and its use & implement all precautions mentioned therein.
- 2.13. Contractor should display caution boards, provide posters, banners at site office and work locations for safe working to promote safety consciousness, etc.
- 2.14. Contractor should carryout audits/inspections/supervisions at the sub-Contractor's works and should submit the reports for review by BCPL

3. RELEVANT CODES FOR 'PERSONAL PROTECTION EQUIPMENTS'

IS: 2925 – 1984	Industrial Safety Helmets
IS: 47701 – 1968	Rubber Gloves for Electrical Purpose
IS: 6994 - 1973 [Part-I]	Industrial Safety Gloves [Leather & Cotton Gloves]
IS: 1989 - 1986 [Part-II]	Leather Safety Boots & Shoes
IS: 5557 - 1969	Industrial & Safety Rubber Knee Boots
IS: 6519 – 1971	Code of Practice for Selections, Care & Repair of Safety Footwear
IS: 11226 – 1985	Leather Safety Footwear Having Direct Molding Sole
IS: 5983 - 1978	Eye Protectors
IS: 9167 - 1979	Ear Protectors
IS: 3521 - 1983	Industrial Safety Belts & Harnesses

